



# eLabel Tool Deployment

POIWG Face-to-Face #39

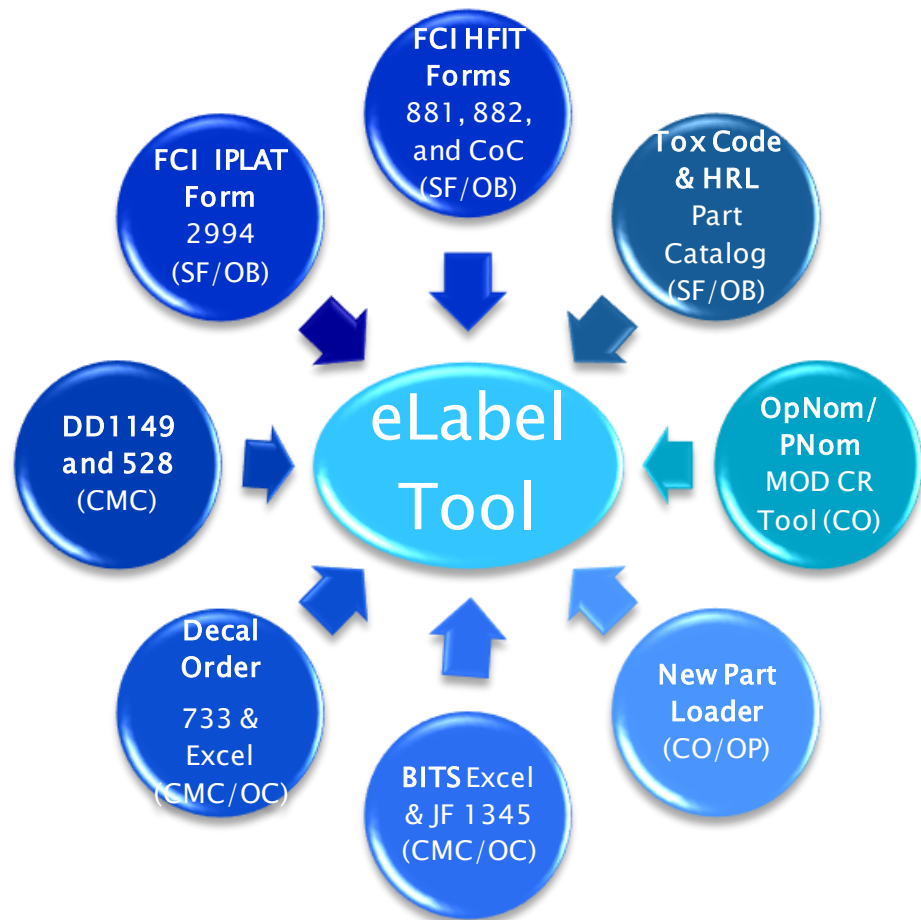
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Cargo Mission Contract (CMC)  
January 26, 2016

# eLabel Tool

## ► Purpose

- To provide an overview of benefits, efficiencies of the eLabel tool and deployment

# eLabel Tool Overview



## eLabel Tool Development Goals

- Combined multiple label processes
  - 7 different processes
  - Multiple Process owners
  - 10 different forms, some electronic but most paper
- Eliminate duplication of data entry into multiple forms
- Improve label tracking and traceability
- Eliminate multiple repositories for label processing data
- Reduce the number of Issue Reports (IRs) related to cargo labeling

# What is included in the eLabel Tool?

- ▶ Request [New Part Numbers](#) to be added to the ISS Parts Catalog
- ▶ Obtain/change [OpNoms/PNoms](#)
- ▶ Obtain [Barcode exemptions](#)
- ▶ Obtain [HFIT Reviews](#)
  - Requirements coordination & verification
- ▶ Obtain [Label Plan Approvals \(formerly Form 2994\)](#)
  - Requirements coordination & verification
  - Coordination of label content, location, material etc.
- ▶ Obtain [Approval for Changes](#) to previously approved labels (formerly Form 2994)
- ▶ [Order from the Decal Design & Production Facility \(DDPF\)](#)
  - Flight and non-flight labels
  - Includes IMS Barcode and RFID decals

# eLabeling Benefits and Efficiencies for Hardware Providers

- Electronic Automation
  - Electronically maintains historical records and routes for approval through the various organizations (CMC, IPLAT, FCI, etc.)
  - Real time status reporting (HRL, OpNom, Barcodes, Label Exemptions, etc.)
- Single Dashboard for the ISS community for all Decal and Label needs
  - Provides one stop shop for all labels/decals – single consolidated source for ordering and approval
- Reduction of labeling Issues
  - Helps promote proper labeling of hardware and minimize IRs
- Provides IPs, Payloads, HPs the ability to generate and track all of their own label requests
- Conductivity in the tool to minimize repetitive data entry
  - Auto populates data so that the requester does not have to re-enter data twice in multiple locations/forms
- Provides an interactive tool which leads and facilitates non-frequent or first time users through the label request process
- Facilitates the ability to conduct Table-Top reviews for label verification
  - The tool allows HPs to add imagery for requirements verification by FCI/IPLAT
  - Decrease in travel for label verification at on-site reviews done by FCI/IPLAT
  - Cargo processing efficiencies gained from the reduction of cargo reviews needed to verify labels

# Training and Deployment

- ▶ Training Period
  - Fully functional tool was release on October 26, 2015
  - November 2015 through January 28, 2016
- ▶ eLabel Tool Link and Training Materials
  - <https://mycmc-apps-ext.jsc.nasa.gov/elabel/index.html>
  - Training materials posted to the eLabel Dashboard include:
    - How to Add New Parts to the ISS Parts Catalog
    - How to Order Flight Decals for Heritage Hardware
    - How to Order Flight Decals for New Hardware
    - How to Request Labeling Exemptions
    - FAQs from Training Sessions
- ▶ eLabel Tool was fully deployed and operational on January 25, 2016

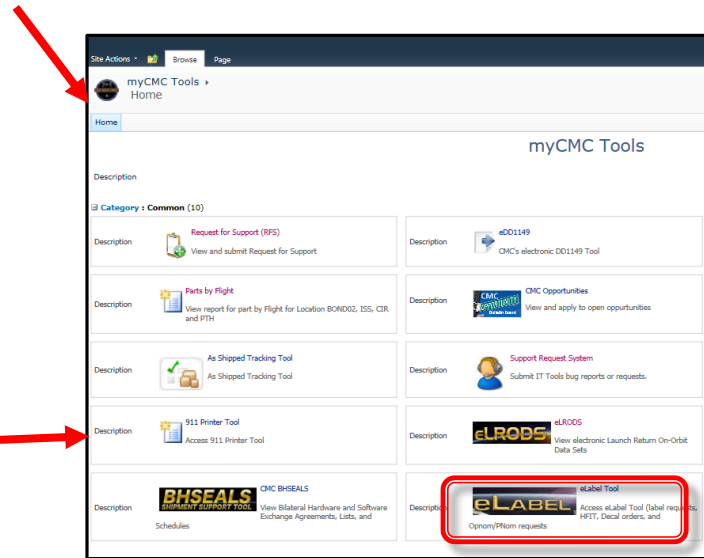
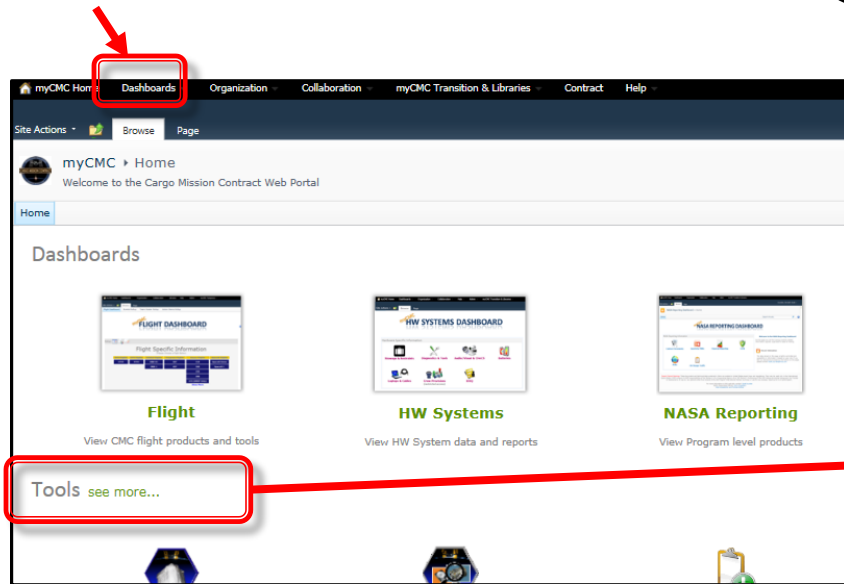
**POIWG Splinter Training Session**  
**Thursday, January 28, 2016**  
**at 1:00pm**

# Tool Location

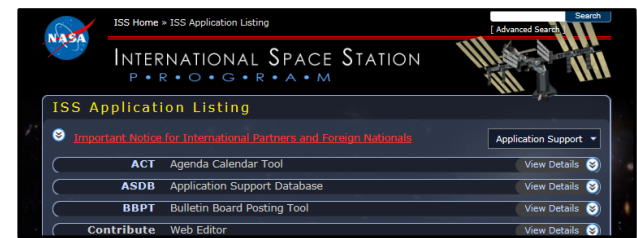
- ▶ myCMC Home

(<https://mycmc.jsc.nasa.gov/>) ->

Dashboards -> Tools -> Tools Quick Links



- ▶ In the future, a link will be placed on the [ISS Program Applications List](#)





# eLabel Tool Home Page

The screenshot shows the eLabel Tool Home Page. A yellow banner at the top states: "ATTENTION: NEW RELEASE DATE: eLabel application will be released to production on Monday, January 25." Below this is a "CARGO MISSION CONTRACT" banner featuring a satellite and Earth. The left sidebar contains navigation links: Home, My eLabel, Notifications, New Parts in Process, HMST Flight Processing, Search, Label Catalog, Reports, FAQs/Training, Need Help?, eLRODS, and myCMC Links. A red box highlights the first four items, with an arrow pointing to the text "FAQ/Training". Another red box highlights "Need Help?", with an arrow pointing to the text "Primary POCs (Decal lab, HFIT, Tox, Label Plans, New Parts, Ops Nom and CMC IT)". A third red box highlights "myCMC Links", with an arrow pointing to the text "myCMC Flight Dashboard" and "myRFS". The main content area includes a "Welcome to the eLabel Application Site" message, a "Training Presentations" section with a list of topics, and a "Schedule as of 12/11/15" table. A red arrow points from the "Training Presentations" section to the text "Training Presentations".

Home > Open BETA Discussion

Unread Notifications Search

ATTENTION: NEW RELEASE DATE: eLabel application will be released to production on Monday, January 25.

**CARGO MISSION CONTRACT**

Powered by: Cargo Mission Contract

Welcome to the eLabel Application Site

FAQs/Training

Primary POCs (Decal lab, HFIT, Tox, Label Plans, New Parts, Ops Nom and CMC IT)

Training Presentations

ATTENTION:

eLabel will be offline every day for maintenance from 04:00 AM - 04:30 AM Houston time (09:00 - 09:30 GMT/UTC).

**BETA Presentation**

Click here to open the BETA presentation.

**Training Presentations**

- eLabel - Introduction and Overview.
- eLabel - How to Add New Parts to ISS Parts Catalog without a Label Plan.
- eLabel - How to Order Flight Decals for Heritage HW.
- eLabel - How to Order Flight Decals for New HW Development.
- eLabel Training - Barcode Exemption Reviewers.
- eLabel Training - HFIT Reviewers.
- eLabel Training - Label Plan Reviewers IPLAT-LRT.
- eLabel Training - OpNom Book Mgrs and Reviewers.

All classes will be held at LM16, Conference room (555 Forge River, Webster TX 77598) and via Skype Meeting.

Schedule as of 12/11/15

| Training Class Focus                     | Date             | Time               | Skype Meeting/Location |
|--|------------------|--------------------|------------------------|
| Hardware Providers - CMC Internal        | 11/9/15 (A)      | 9:30 AM - 11:30 AM | LM16/CR 107            |
| Hardware Providers (Submitting Requests) | Tues., 11/10 (A) | 9 AM - 11 AM       | LM12/CR 222            |

myCMC  
Flight Dashboard  
myRFS

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# Backup

# eLabel Requirements

- ▶ Develop and sustain a single web based application to streamline the hardware labeling process and encompass all phases of the process including:
  - Flight Crew Integration (FCI) Human Factors Implementation Team (HFIT) requirement pre-coordination;
  - Flight Crew Integration (FCI)/ISS Payload Label Approval Team (IPLAT) label approval process;
  - Operations Nomenclature approval process;
  - Inventory Management System (IMS)/Barcode Inventory Tracking System (BITS);
  - Toxicology and HRL code accessibility;
  - Tracking label exceptions;
  - Label order to Decal Design and Production Facility (DDPF);
  - Provide the status of shipment to hardware providers.
- The application shall at a minimum:
  - Maintain historical records;
  - Provide a work flow system for approval through all required organizations;
  - Provide a single dashboard for all decal and label needs;
  - Provide single entry capability for the same data (i.e., automatic data population);
  - Provide all the International Partners/Participants access to generate label requests;
  - Lead and facilitate non-frequent or first time users through the label request process.

# Design Fundamentals

- ▶ Flight independent tool
- ▶ P/N centric for traceability across multiple processes
- ▶ Anyone with an NDC account can access the tool
- ▶ Re-ordering labels for existing hardware should be simple and quick
- ▶ OpNom requests can be processed with a temporary P/N
- ▶ Temporary P/Ns are to be updated by the HW provider prior to addition to ISS Parts Catalog or approval of the Label Plan
- ▶ DDPF production of all flight hardware labels requires an approved Label Plan with the exception of stock/common labels
- ▶ DDPF requests for production of non-flight labels do not require Label Plans
- ▶ Tox and HRL data is read from the ISS Part Catalog (non-flight specific)
- ▶ Flight specific user interface for JSC Toxicology data entry into the manifest tool is a stand alone application

# Additional Features Improve HP User Experience

- ▶ Read only view of any eLabel request
  - Attachments only available to data owner & reviewers, and Decal Lab
- ▶ Recall requests prior to review start
- ▶ Clone(duplicate) and edit any project, plan or request
- ▶ Copy and paste from Excel into any table
- ▶ Drag and drop files to attach
- ▶ Real time reports for
  - Historical P/N barcode data
  - Manifest history by P/N
  - Flight specific status

# Capabilities Overview

|   | Hardware Provider   | Reviewer  |
|---|---|---|
| Workspace   | <ul style="list-style-type: none"> <li>Control access to the Workspace</li> </ul>   |   |
| Project   | <ul style="list-style-type: none"> <li>Enter Basic project information once</li> <li>Update project data as project matures</li> </ul>  | <ul style="list-style-type: none"> <li>Updated project data is available to all processes/reviewers</li> </ul>  |
| Label Plans   | <ul style="list-style-type: none"> <li>Enter P/N specific label information</li> <li>Submit request for label plan approval</li> <li>Submit objective evidence to close Label Plan requirements</li> </ul>  | <ul style="list-style-type: none"> <li>Requirements coordination and verification</li> <li>Review/approval workflows</li> <li>Data pulled from existing databases to ensure consistency</li> </ul>  |
| Human Factors Plan                                    | <ul style="list-style-type: none"> <li>Easy button to initiate HFIT engagement to address non-label related Human Factors requirements</li> </ul>   | <ul style="list-style-type: none"> <li>Requirements coordination, and verification</li> <li>Exception processing &amp; signatures</li> <li>Review/approval workflow</li> <li>Generation of CoC</li> </ul>   |
| OpNom/PNom Requests                                   | <ul style="list-style-type: none"> <li>Easy button to initiate request to update or approve new OpNom/PNoms</li> </ul>  | <ul style="list-style-type: none"> <li>Coordination of community review</li> <li>Review discourse captured in the tool</li> <li>Review/approval workflow</li> </ul>   |
| Decal Order   | <ul style="list-style-type: none"> <li>Order labels per approved Label Plan (flight labels)</li> <li>Adjust pre-populated order (add, delete, qty., etc.)</li> <li>Enter S/N and other information unique to this order</li> <li>Enter shipping information</li> <li>Order non-flight items (no Label Plan required)</li> </ul> | <ul style="list-style-type: none"> <li>Flight HW requests centralized</li> <li>Label data from reviewed/approved Label Plan</li> <li>Data downloaded in proper format for processing</li> <li>Shipping information auto generates 1149</li> </ul> |
| New Part Requests (resulting from New OpNom Requests) | <ul style="list-style-type: none"> <li>Update P/N if temporary P/N used to initiate OpNom Request</li> <li>Check box when ready to submit request to have new P/Ns added to ISS Part Catalog when OpNom has been assigned</li> </ul>  | <ul style="list-style-type: none"> <li>Verify OpNom matches P/N</li> <li>Approves update for push to Parts Catalog</li> </ul>   |

# What the HW Provider Won't See— Behind the Scene Processes

